



# mageba Group Supplier Code of Conduct

## Purpose and scope

The mageba supplier code of conduct (“the Code”) defines the minimum standards which the company requires its suppliers to respect and comply with when doing business with mageba.

This Code is based on UN and ILO conventions, in addition to the OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transactions. mageba is a member of the UN Global Compact.

Mageba has a zero-tolerance policy for corruption and bribery, and expects its suppliers to adopt a similar stance. Suppliers are required to at all times conduct their business ethically and with integrity, in line with the principles of this Code.

They are also expected to establish, maintain and continuously improve their management processes and business operations to ensure that these align with the principles specified in this Code.

Acceptance of the Code by an authorised signature is mandatory for a company wishing to be a supplier to mageba.

## Principles for ethical business conduct

### Anti-corruption and bribery

The supplier shall conduct its business ethically and with integrity, and agrees to:

- strictly prohibit any offer or acceptance of any and all forms of corrupt payments, extortion and bribery, including facilitation payments
- implement strict limits on gifts, entertainment and hospitality, particularly in dealings with public officials, in conformity with relevant anti-bribery laws – including the UK Bribery Act and the Foreign Corrupt Practices Act
- comply with all relevant anti-trust and competition laws, and not engage in anti-competitive business practices such as price-fixing, bid-rigging or market sharing

### Human rights

The supplier shall:

- support and respect the protection of internationally recognised human rights
- not tolerate any form of harassment or discrimination, particularly on the grounds of gender, religion, political views, race, skin colour, national or ethnic origin, sexual orientation or style of cohabitation
- take all reasonable steps to avoid, or otherwise appropriately remedy, any adverse impacts on human rights resulting from the supplier’s or sub-suppliers’ business activities

### Child labour and forced labour

The supplier shall:

- never tolerate nor use child labour or forced labour at any stage in its business activities, in accordance with the ILO Convention and the Modern Slavery Act
- never accept that employees or affiliated parties purchase or share sexual services or child pornography in any countries in which business is conducted, either during or after working hours

### Fair working conditions

The supplier shall:

- respect the rights of employees to freely associate and bargain collectively
- compensate employees fairly and comply with all applicable laws and mandatory industry standards regarding working hours and overtime pay

### Trade compliance and sanctions

The supplier shall:

- comply with all relevant trade compliance regulations and export control legislation, including sanctions
- provide mageba with information on export-controlled items, including export control jurisdiction, classification of such items, and licensing requirements related to activities pursuant to contracts with mageba

### Anti-money laundering and terrorist financing

The supplier shall:

- conduct all its activities in compliance with applicable laws and regulations related to anti-money laundering and terrorist financing
- have due diligence and monitoring procedures in place to document transparency in ownership and transactions related to all third parties

### Data protection and privacy

The supplier shall:

- comply with all applicable laws related to data protection and privacy
- respect the intellectual property rights of others, and protect confidential information

### Health, safety, security and the environment (HSSE)

The supplier shall:

- work ambitiously, through continuous improvement, for a healthy working environment and for safe and secure conduct in accordance with internationally recognised health and safety standards and applicable law
- conduct its business in an environmentally sustainable way



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### Supply chain compliance

The supplier shall:

- take appropriate measures to verify and continuously monitor that the principles of this Code are also complied with by the supplier's sub-suppliers and their sub-suppliers

### Grievance mechanisms

The supplier shall:

- facilitate an incident-reporting channel (whistleblower mechanism) which permits anonymous grievance reporting and management, actively monitor this channel, keep accurate records and take appropriate action in a confidential manner

- not accept any form of retaliation against or harassment of whistleblowers
- report any acts or omissions to mageba which would be considered a breach of this Code, with such reporting made to [compliance@mageba-group.com](mailto:compliance@mageba-group.com)

## Supplier's acknowledgement and signature page

By signing this document, we confirm that we fulfil the requirements in this supplier code of conduct and will comply with all applicable laws and regulations.

Breach of any of the principles in this Code entitles mageba to terminate its relationship with us with immediate effect by notifying us.

Supplier Name: \_\_\_\_\_

Company reg no: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Date: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Authorised signature: \_\_\_\_\_